



1.2. All fees and funds allocated for library resources and services are utilized solely for such purposes and are properly audited.

SIO STATE COLLEGE OF TECHNOLOGY
Surigao City
Consolidate FY 2022 Proposed Budget -Special Trust Fund (STF) - Per Campus
(In Thousand Pesos)

Particulars		Instruction				Research Program	Extension Program	Production	Administrative Services	Mandatory Reserves	Total Tuition Fee	Other Mis. Fees	Fiduciary Fees	Grand Total
		Faculty Dev	Curriculum Dev	Student Dev	Facilities Dev									
<u>Surigao City Campus</u>		17.0%	18.0%	7.5%	7.5%	10.0%	10.0%	10.0%	10.0%	10.0%				
MOOE	14,836	2,522	2,670	1,113	1,113	1,484	1,484	1,484	1,484	1,484	14,836	2,718	16,245	33,799
Capital Outlay	72,636	12,348	13,074	5,448	5,448	7,264	7,264	7,264	7,264	7,264	72,636	5,325	49,121	127,082
Sub-Total	87,472	14,870	15,745	6,560	6,560	8,747	8,747	8,747	8,747	8,747	87,472	8,043	65,366	160,881
<u>Malimono Campus</u>														
MOOE	2,231	379	402	167	167	223	223	223	223	223	2,231	93	1,386	3,710
Capital Outlay	641	109	115	48	48	64	64	64	64	64	641	128	746	1,515
Sub-Total	2,872	488	517	215	215	287	287	287	287	287	2,872	221	2,132	5,225
<u>Mainit Campus</u>														
MOOE	3,905	664	703	293	293	391	391	391	391	391	3,905	126	1,799	5,830
Capital Outlay	322	55	58	24	24	32	32	32	32	32	322	173	1,329	1,824
Sub-Total	4,227	719	761	317	317	423	423	423	423	423	4,227	299	3,128	7,654
<u>Del Carmen Campus</u>														
MOOE	2,903	494	523	218	218	290	290	290	290	290	2,903	127	1,210	4,240
Capital Outlay	997	169	179	75	75	100	100	100	100	100	997	176	2,150	3,323
Sub-Total	3,900	663	702	293	293	390	390	390	390	390	3,900	303	3,360	7,563
Total														
<u>Graduate Programs</u>														
MOOE	1,449	246	261	109	109	145	145	145	145	145	1,449		972	2,421
Capital Outlay	5,067	861	912	380	380	507	507	507	507	507	5,067		1,189	6,256
Total	6,516	1,108	1,173	489	489	652	652	652	652	652	6,516	-	2,161	8,677
<u>Income Generating Projects</u>														
MOOE													10,000	10,000
Capital Outlay														-
Total	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000
GRAND TOTAL	104,987	17,848	18,898	7,874	7,874	10,499	10,499	10,499	10,499	10,499	104,987	8,866	86,147	200,000

Prepared By:

VENISSA N. BROQUEZA
Admin A de

Certified By:

FELIPE T. CACHO, MBA
Budget Officer III

Approved By:

GREGORIO Z. GAMBOA, JR, Ed.D
College President III

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2021 Proposed Budget -Special Trust Fund (STF) - per CAMPUS
(In Thousand Pesos)

Particulars	INSTRUCTION				Research Program	Extension Program	Production	Administrative Services	Mandatory Reserves	Total Tuition Fee	Other Misc Fees	Fiduciary Fees	Grand Total
	Faculty Dev	Curriculum Dev	Student Dev	Facilities Dev									
Surigao City Campus													
MOOE	4,293	5,152	1,288	1,502	2,210	2,361	2,247	2,357		21,410	2,895	18,422	42,727
Capital Outlay	9,279	8,256	9,988	10,527	10,985	10,065	9,206	9,022	35,732	113,060	3,838	27,366	144,264
Sub-total	13,572	13,408	11,276	12,029	13,195	12,426	11,453	11,379	35,732	134,470	6,733	45,788	186,991
Malilmono Campus													
MOOE	698	537	112	70	291	241	291	251		2,491		1,851	4,342
Capital Outlay				43		50		40	291	424		1,019	1,443
Sub-total	698	537	112	113	291	291	291	291	291	2,915	-	2,870	5,785
Mainit Campus													
MOOE	895	1,046	300	190	376	396	331	351		3,885		2,949	6,834
Capital Outlay				50	120	100	165	145	496	1,076		1,934	3,010
Sub-total	895	1,046	300	240	496	496	496	496	496	4,961	-	4,883	9,844
Del Carmen Campus													
MOOE	670	922	142	190	240	330	310	350		3,154		1,439	4,593
Capital Outlay			40	90	170	80	100	60	410	950		2,601	3,551
Sub-total	670	922	182	280	410	410	410	410	410	4,104	-	4,040	8,144
Total	15,835	15,913	11,870	12,662	14,392	13,623	12,650	12,576	36,929	146,450	6,733	57,581	210,764
Graduate Programs													
MOOE												1,000	1,000
Capital Outlay												1,236	1,236
Total	-	-	-	-	-	-	-	-	-	-	-	2,236	2,236
Income Generating Ptojects													
MOOE												10,890	10,890
Capital Outlay												1,110	1,110
Total												12,000	12,000
GRAND TOTAL	15,835	15,913	11,870	12,662	14,392	13,623	12,650	12,576	36,929	146,450	6,733	71,817	225,000

Prepared by:

FELIPE T. CACHO
Budget Officer III

Approved by:

GREGORIO Z. GAMBOA, JR. Ed. D.
College President III

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2020 Proposed Budget -Special Trust Fund (STF) - per CAMPUS
(In Thousand Pesos)

Particulars	INSTRUCTION (50%)				Research Services (10%)	Extension Services (10%)	Production (10%)	Administrative Services (10%)	Mandatory Reserves (10%)	Total Tuition Fee (100%)	Other Misc Fees	Fiduciary Fees	Grand Total
	Faculty Dev (17%)	Curriculum Dev (18%)	Student Dev (7.5%)	Facilities Dev (7.5%)									
Surigao City Campus													
MOOE	9,000	8,500	2,300	2,400	4,000	4,050	3,800	3,900		37,950	1,000	10,000	48,950
Capital Outlay			1,450	1,350	1,000	950	1,200	1,100	5,000	12,050	2,000	20,000	34,050
Sub-total	9,000	8,500	3,750	3,750	5,000	5,000	5,000	5,000	5,000	50,000	3,000	30,000	83,000
Surigao City Campus													
MOOE	112	413	112	70	150	100	150	110		1,217	130	876	2,223
Capital Outlay				43		50		40	151	284		400	684
Sub-total	112	413	112	113	150	150	150	150	151	1,501	130	1,276	2,907
Surigao City Campus													
MOOE	285	1,046	285	220	330	320	331	351		3,168	445	2,500	6,113
Capital Outlay				65	51	61	50	30	381	638	155	1,000	1,793
Sub-total	285	1,046	285	285	381	381	381	381	381	3,806	600	3,500	7,906
Surigao City Campus													
MOOE	291	1,069	251	201	340	314	289	329		3,084	340	1,463	4,887
Capital Outlay			40	90	49	75	100	60	389	803	160	1,537	2,500
Sub-total	291	1,069	291	291	389	389	389	389	389	3,887	500	3,000	7,387
Total	9,688	11,028	4,438	4,439	5,920	5,920	5,920	5,920	5,921	59,194	4,230	37,776	101,200
Graduate Programs													
MOOE	1,375	375	375	200	440	400	450	450		4,065		600	4,665
Capital Outlay				175	60	100	50	50	500	935		200	1,135
Total	1,375	375	375	375	500	500	500	500	500	5,000	-	800	5,800
GRAND TOTAL	11,063	11,403	4,813	4,814	6,420	6,420	6,420	6,420	6,421	64,194	4,230	38,576	107,000

Prepared by:

FELIPE T. CACHO
Budget Officer III

Approved by:

GREGORIO Z. GAMBOA, JR., Ed. D.
College President III

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83% 3% 107% 107%

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2019 Proposed Budget -Special Trust Fund (STF) - SUMMARY
(In Thousand Pesos)

Particulars	INSTRUCTION (50%)				Research	Extension	Production	Administrative	Mandatory	Total	Other Misc	Fiduciary	Grand
	Faculty Dev (17%)	Curriculum Dev (18%)	Student Dev (7.5%)	Facilities Dev (7.5%)	Services (10%)	Services (10%)	(10%)	Services (10%)	Reserves (10%)	Tuition Fee (100%)	Fees	Fees	Total
Surigao City Campus	18%	17%	7.5%	7.5%									
MOOE	9,453	8,928	2,633	2,433	3,926	3,396	3,946	4,530		39,245	3,260	20,104	62,609
Capital Outlay			1,304	1,504	1,325	1,855	1,305	721	5,251	13,265	2,300	15,000	30,565
Sub-total	9,453	8,928	3,937	3,937	5,251	5,251	5,251	5,251	5,251	52,510	5,560	35,104	93,174
Malimono Campus	15%	20%	7.5%	7.5%									
MOOE	227	300	112	90	150	100	150	110		1,239	131	1,000	2,370
Capital Outlay				22		50		40	150	262		517	779
Sub-total	227	300	112	112	150	150	150	150	150	1,501	131	1,517	3,149
Mainit Campus	7.5%	27.5%	7.5%	7.5%									
MOOE	285	1,046	255	185	331	321	331	351		3,105	500	2,007	5,612
Capital Outlay			30	100	50	60	50	30	381	701	127	1,500	2,328
Sub-total	285	1,046	285	285	381	381	381	381	381	3,806	627	3,507	7,940
Del Carmen Campus	7.5%	27.5%	7.5%	7.5%									
MOOE	291	1,069	241	211	339	309	299	329		3,088	366	1,685	5,139
Capital Outlay			50	80	50	80	90	60	389	799	150	1,500	2,449
Sub-total	291	1,069	291	291	389	389	389	389	389	3,887	516	3,185	7,588
Total	10,256	11,343	4,625	4,625	6,171	6,171	6,171	6,171	6,171	61,704	6,834	43,313	111,851
Graduate Programs	27%	7.5%	7.5%	7.5%									
MOOE	1,475	402	402	250	456	436	336	476		4,233		635	4,868
Capital Outlay				152	80	100	200	60	536	1,128		200	1,328
Total	1,475	402	402	402	536	536	536	536	536	5,361	-	835	6,196
GRAND TOTAL	11,731	11,745	5,027	5,027	6,707	6,707	6,707	6,707	6,707	67,065	6,834	44,148	118,047

Prepared by:

FELIPE T. CACHO
Budget Officer III

Approved by:

GREGORIO Z. GAMBOA, JR., Ed. D.
College President II

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2018 Proposed Budget - Special Trust Fund (STF) - SUMMARY
(In Thousand Pesos)

Particulars	INSTRUCTION (50%)				Research	Extension	Production	Administrative	Mandatory	Total	Other Misc	Fiduciary	Grand
	Faculty Dev (12.5%)	Curriculum Dev (12.5%)	Student Dev (12.5%)	Facilities Dev (12.5%)	Services (10%)	Services (10%)	(10%)	Services (10%)	Reserves (10%)	Tuition Fee (100%)	Fees	Fees	Total
BSCT Campus	20%	15%	7.5%	7.5%									
Personnel Services	7,014		120		800	200	150	2,000		9,784	300	1,000	11,084
MOOE		5,281	1,910	1,630	2,567	2,567	2,567	1,207		17,879	1,052	3,310	22,241
Capital Outlay			600	1,000	800	800	800	300	3,507	7,007	400	5,000	13,007
Total	7,014	5,281	2,430	2,630	3,667	3,667	3,667	3,667	3,667	35,070	1,752	9,310	48,132
Mathmore Campus	15%	20%	7.5%	7.5%									
Personnel Services	80		10		20	5		10		105	5	10	120
MOOE	118	239	80	50	64	64	119	79		849	78	202	1,128
Capital Outlay				39		60		30	120	239	15	100	384
Total	178	239	90	89	119	119	119	119	120	1,193	98	312	1,603
Alabani Campus	7.5%	27.5%	7.5%	7.5%									
Personnel Services	80		60		80	20		60		260	20	100	380
MOOE	223	1,000	202	172	223	243	293	240		2,496	174	567	3,357
Capital Outlay			20	100	60	100	80	63	384	787	60	250	1,117
Total	273	1,000	272	272	363	363	363	363	384	3,633	274	847	4,834
Del Carmen Campus	7.5%	27.5%	7.5%	7.5%									
Personnel Services	34		10		40	22	20	20		144	10		184
MOOE	283	1,091	238	248	287	317	297	327		3,098	178	504	3,770
Capital Outlay			50	80	60	80	60	60	388	736	30	600	1,398
Total	297	1,091	298	298	387	397	397	397	398	3,968	218	1,104	5,290
Graduate Programs													
Personnel Services	2,367							300		2,667		20	2,967
MOOE		430		320				80		830	68	256	1,154
Capital Outlay		150		120				44	423	737	100	300	1,137
Total	2,367	580	-	440	-	-	-	424	423	4,234	168	576	4,978
GRAND TOTAL	19,130	8,171	3,298	3,728	4,396	4,398	4,398	4,810	4,810	48,998	2,508	12,249	62,646

Prepared by:

PHILIP T. CACHO
Budget Officer III

Approved by:

GREGORIO Z. GARCIA, JR. Ed. D.
College President II

received: 9: 11/1/17



Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



Statement of Budgetary Allocation-Library
FY 2020

As a result of applying its budgetary policies and procedures, the Campus core budgetary allocations, is as follows:

Allocated Allotment for FY 2020	7,096,500.00
Projected Expenses for FY 2020	7,096,500.00
Projected Net Savings	-

Prepared by: *V. Broqueza*
VENISSA N. BROQUEZA
Admin Aide

Certified by: *F. Cacho*
FELIPE P. CACHO, MBA
Budget Officer III



Statement of Budgetary Allocation-Library
FY 2020

As a result of applying its budgetary policies and procedures, the Campus core budgetary allocations, is as follows:

Allocated Allotment for FY 2020	7,096,500.00
Projected Expenses for FY 2020	7,096,500.00
Projected Net Savings	-

Prepared by: 
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Admin Aide

Certified by: 
FELIPE P. CACHO, MBA
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Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City

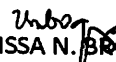


CERTIFICATE NUMBER: AJA19-0225

Statement of Budgetary Allocation-Library
FY 2019

As a result of applying its budgetary policies and procedures, the Campus core budgetary allocations, is as follows:

Allocated Allotment for FY 2019	2,889,647.86
Projected Expenses for FY 2019	2,889,647.86
Projected Net Savings	-

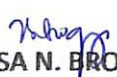
Prepared by: 
VENISSA N. BROQUEZA
Admin Aide

Certified by: 
FELIPE T. CACHO, MBA
Budget Officer III



Budgetary Allocation
FY 2018-2020

PARTICULARS	FY 2018	FY 2019	FY 2020
1. Faculty Development	7,014,000.00	9,453,000.00	9,000,000.00
2. Sports Development	188,523.92	1,358,635.00	7,953,730.00
3. Research Services	3,507,000.00	5,251,000.00	5,000,000.00
4. Extension services	3,507,000.00	5,251,000.00	5,000,000.00
Allocation for Library	2,422,275.16	2,889,647.86	7,096,500.00

Prepared by: 
VENISSA N. BROQUEZA
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Certified By: 
FELIPE T. CACHO
Budget Officer III



Budgetary Allocation
FY 2017-2019

PARTICULARS	FY 2017	FY 2018	FY 2019
1. Faculty Development	8,887,000.00	7,014,000.00	9,453,000.00
2. Sports Development	147,369.54	188,523.92	1,358,635.00
3. Research Services	3,975,000.00	3,507,000.00	5,251,000.00
4. Extension services	3,975,000.00	3,507,000.00	5,251,000.00
5. Allocation for Library	2,180,425.77	2,422,275.16	2,889,647.86

Prepared by:
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Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



Budgetary Allocation
FY 2018-2020
LIBRARY

PARTICULARS	FY 2018	FY 2019	FY 2020
Library	2,422,275.16	2,889,647.86	7,096,500.00

Prepared by: 
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"For Nation's Greater Heights"

Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



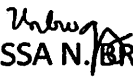
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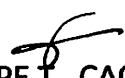
Budgetary Allocation

FY 2017-2019

LIBRARY

PARTICULARS	FY 2018	FY 2019	FY 2019
Library	2,422,275.16	2,889,647.86	2,889,647.86

Prepared by: 
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Certified by: 
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Budgetary Allocation
FY 2018-2020

PARTICULARS	FY 2018	FY 2019	FY 2020
D.6 The Institution provides/allocate trust funds for following student services and activities			
D.6.1. Cultural Development	252,083.92	210,680.00	483,970.00
D.6.2. Sports Development	188,523.92	1,358,635.00	7,953,730.00
D.6.3. Medical / Dental	1,067,174.66	968,220.00	2,265,300.00
D.6.4. Library	2,422,275.16	2,889,647.86	7,096,500.00
D.6.5. Student body organizations	254,100.82	438,090.00	1,104,525.00
D.6.6. Guidance and Counseling	1,021,559.65	1,033,545.00	2,399,800.00
D.6.7. improvement of laboratories/shops	863,917.36	2,777,935.00	4,285,970.00
D.6.8. purchase/ replacement of new equipment	3,250,000.00	4,133,800.00	6,190,970.00
D.6.9. improvement/ expansion of physical plant	700,000.00	2,270,000.00	2,000,000.00
D.6.10. extension/community service	374,166.45	392,874.77	412,518.51
D.6.11. auxiliary services, etc.	873,056.52	916,709.35	962,544.81

Prepared by:

V. Broqueza
VENISSA N. BROQUEZA
Admin Aide

Certified By:

F. Cacho
FELIPE T. CACHO
Budget Officer III



Budgetary Allocation
FY 2017-2019

PARTICULARS	FY 2017	FY 2018	FY 2019
D.6 The Institution provides/allocate trust funds for following student services and activities			
D.6.1. Cultural Development	242,091.27	252,083.92	210,680.00
D.6.2. Sports Development	147,369.54	188,523.92	1,358,635.00
D.6.3. Medical / Dental	842,541.96	1,067,174.66	968,220.00
D.6.4. Library	2,180,425.77	2,422,275.16	2,889,647.86
D.6.5. Student body organizations	441,764.66	254,100.82	438,090.00
D.6.6. Guidance and Counseling	775,107.75	1,021,559.65	1,033,545.00
D.6.7. improvement of laboratories/shops	635,800.00	863,917.36	2,777,935.00
D.6.8. purchase/ replacement of new equipment	4,386,000.00	3,250,000.00	4,133,800.00
D.6.9. improvement/ expansion of physical plant	3,300,000.00	700,000.00	2,270,000.00
D.6.10. extension/community service	356,349.00	374,166.45	392,874.77
D.6.11. auxiliary services, etc.	831,482.40	873,056.52	916,709.35

Prepared by:
VENISSA N. BROQUEZA
Admin Aide

Certified by:
FELIPE T. CACHO, MBA
Budget Officer III



Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City

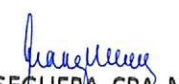


STATEMENT OF COLLECTIONS, OBLIGATIONS AND BALANCES-Surigao Campus
(Special trust Fund-STF)-Income
FY 2018-FY 2020

Source of Income	FY 2018			FY 2019			FY 2020			TOTAL		
	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances
Library	2,422,275.16	2,289,446.00	132,829.16	2,889,647.86	1,016,000.00	1,873,647.86	7,096,500.00	2,115,693.64	4,980,806.36	12,408,423.02	5,421,139.64	6,987,283.38

Certified by:


FELIPE T. CACHO, MBA
Budget Officer III


GAY ROSE M. SEGUERA, CPA, MBA, LPT
Accountant III



Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Nardiso Street, Surigao City

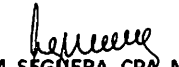


STATEMENT OF COLLECTIONS, OBLIGATIONS AND BALANCES-Surigao Campus
(Special trust Fund-STF)-Income
FY 2017-FY 2019

Source of Income	FY 2017			FY 2018			FY 2019			TOTAL		
	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances
Library	2,180,425.00	1,346,257.00	834,168.00	2,422,275.16	2,289,446.00	132,829.16	2,889,647.86	1,016,000.00	1,873,647.86	7,492,348.02	4,651,703.00	2,840,645.02

Certified by:


FELIPE T. CACHO, MBA
Budget Officer III


GAY ROSE M. SEGUERA, CPA, MBA, LPT
Accountant III

Tel. Nos.: (086) 826-0135;
(086) 231-7798

Email: surigaostatecollege@yahoo.com
URL: ssct.edu.ph

**Budgetary Allocation
FY 2014-2018**

PARTICULARS	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
1. Faculty Development	4,411,000.00	4,234,000.00	4,756,000.00	8,887,000.00	7,014,000.00
2. Sports Development	227,465.00	238,838.00	250,780.00	147,369.54	154,764.00
3. Research Services	2,941,000.00	3,024,000.00	2,972,000.00	3,975,000.00	3,507,000.00
4. Extension services	2,941,000.00	3,024,000.00	2,972,000.00	3,975,000.00	3,507,000.00
5. Allocation for Library	2,664,450.00	2,797,672.00	2,937,556.00	2,180,425.77	289,446.00

Certified by:


FELIPE T. CACHO, MBA
Budget Officer III

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

PARTICULARS	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
D.6 The Institution provides/allocate trust funds for following student services and activities					
D.6.1. Cultural Development	263,900.00	277,095.00	416,885.00	242,091.27	254,195.00
D.6.2. Sports Development	227,465.00	238,838.00	352,460.00	147,369.54	154,764.00
D.6.3. Medical / Dental	1,170,520.00	1,229,046.00	1,869,905.00	842,541.96	884,668.00
✓ D.6.4. Library	2,664,450.00	2,797,672.00	4,173,784.15	2,180,425.77	2,289,446.00
D.6.5. Student body organizations	337,686.00	354,570.00	414,485.00	441,764.66	463,852.00
D.6.6. Guidance and Counseling	1,134,770.00	1,191,509.00	1,761,570.00	775,107.75	813,862.00
D.6.7. improvement of laboratories/shops	1,164,000.00	2,300,000.00	1,255,895.00	635,800.00	667,590.00
D.6.8. purchase/ replacement of new equipment	3,485,382.00	3,050,000.00	3,200,000.00	4,386,000.00	4,824,600.00
D.6.9. improvement/ expansion of physical plant	1,104,755.00	1,159,993.00	1,800,000.00	4,000,000.00	4,400,000.00
D.6.10. extension/community service	3,232,119.00	339,380.00	356,349.00	374,166.45	392,874.00
D.6.11. auxiliary services, etc.	754,179.00	791,888.00	831,482.40	873,056.52	916,708.00

Certified by:


FELIPE T. CACHO, MBA
Budget Officer III

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2020 Proposed Budget -Special Trust Fund (STF) - per CAMPUS
(In Thousand Pesos)

Particulars	INSTRUCTION (50%)				Research Services (10%)	Extension Services (10%)	Production (10%)	Administrative Services (10%)	Mandatory Reserves (10%)	Total Tuition Fee (100%)	Other Misc Fees	Fiduciary Fees	Grand Total
	Faculty Dev (17%)	Curriculum Dev (18%)	Student Dev (7.5%)	Facilities Dev (7.5%)									
Surigao City Campus													
MOOE	9,000	8,500	2,300	2,400	4,000	4,050	3,800	3,800		37,950	1,000	10,000	48,950
Capital Outlay			1,450	1,350	1,000	950	1,200	1,100	5,000	12,050	2,000	20,000	34,050
Sub-total	9,000	8,500	3,750	3,750	5,000	5,000	5,000	5,000	5,000	50,000	3,000	30,000	83,000
Maricao Campus													
MOOE	112	413	112	70	150	100	150	110		1,217	130	876	2,223
Capital Outlay				43		50		40	151	284		400	684
Sub-total	112	413	112	113	150	150	150	150	151	1,501	130	1,276	2,907
Agut Campus													
MOOE	285	1,046	285	220	330	320	331	351		3,168	445	2,500	6,113
Capital Outlay				65	51	61	50	30	381	638	155	1,000	1,793
Sub-total	285	1,046	285	285	381	381	381	381	381	3,806	600	3,500	7,906
Carmen Campus													
MOOE	291	1,069	251	201	340	314	289	329		3,084	340	1,463	4,887
Capital Outlay			40	90	49	75	100	60	389	803	160	1,537	2,500
Sub-total	291	1,069	291	291	389	389	389	389	389	3,887	500	3,000	7,387
Total	9,688	11,028	4,438	4,438	5,920	5,920	5,920	5,920	5,921	59,194	4,230	37,776	101,200
Graduate Programs													
MOOE	1,375	375	375	200	440	400	450	450		4,065		600	4,665
Capital Outlay				175	60	100	50	50	500	935		200	1,135
Total	1,375	375	375	375	500	500	500	500	500	5,000	-	800	5,800
GRAND TOTAL	11,063	11,403	4,813	4,814	6,420	6,420	6,420	6,420	6,421	64,194	4,230	38,576	107,000

Prepared by:

FELIPE T. CACHO
Budget Officer III

Approved by:

GREGORIO Z. GAMBOA, JR., Ed. D.
College President III

Mon 83%
Malesion 3%
Board 107%
DC 107%

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2019 Proposed Budget - Special Trust Fund (STF) - SUMMARY
(In Thousand Pesos)

Particulars	INSTRUCTION (50%)				Research Services (10%)	Extension Services (10%)	Production (10%)	Administrative Services (10%)	Mandatory Reserves (10%)	Total Tuition Fee (100%)	Other Misc Fees	Fiduciary Fees	Grand Total
	Faculty Dev (17%)	Curriculum Dev (18%)	Student Dev (7.5%)	Facilities Dev (7.5%)									
Surigao City Campus	18%	17%	7.5%	7.5%									
MOOE	9,453	8,928	2,633	2,433	3,926	3,398	3,946	4,530		39,245	3,260	20,104	62,609
Capital Outlay			1,304	1,504	1,325	1,855	1,305	721	5,251	13,265	2,300	15,000	30,585
Sub-total	9,453	8,928	3,937	3,937	5,251	5,251	5,251	5,251	5,251	52,510	5,560	35,104	93,174
Malimono Campus	15%	20%	7.5%	7.5%									
MOOE	227	300	112	90	150	100	150	110		1,239	131	1,000	2,370
Capital Outlay				22		50		40	150	262		517	779
Sub-total	227	300	112	112	150	150	150	150	150	1,501	131	1,517	3,149
Mainit Campus	7.5%	27.5%	7.5%	7.5%									
MOOE	285	1,046	255	185	331	321	331	351		3,105	500	2,007	5,612
Capital Outlay			30	100	50	60	50	30	381	701	127	1,500	2,328
Sub-total	285	1,046	285	285	381	381	381	381	381	3,806	627	3,507	7,940
Del Carmen Campus	7.5%	27.5%	7.5%	7.5%									
MOOE	291	1,069	241	211	339	309	299	329		3,088	366	1,685	5,139
Capital Outlay			50	80	50	80	90	60	389	799	150	1,500	2,449
Sub-total	291	1,069	291	291	389	389	389	389	389	3,887	516	3,185	7,588
Total	10,256	11,343	4,625	4,625	6,171	6,171	6,171	6,171	6,171	61,704	6,834	43,313	111,851
Graduate Programs	27%	7.5%	7.5%	7.5%									
MOOE	1,475	402	402	250	456	436	336	476		4,233		635	4,868
Capital Outlay				152	80	100	200	60	536	1,128		200	1,328
Total	1,475	402	402	402	536	536	536	536	536	5,361	-	835	6,196
GRAND TOTAL	11,731	11,745	5,027	5,027	6,707	6,707	6,707	6,707	6,707	67,065	6,834	44,148	118,047

Prepared by:

FELIPE T. CACHO
Budget Officer III

Approved by:

GREGORIO Z. GAMBOA, JR., Ed. D.
College President II

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2018 Proposed Budget - Special Trust Fund (STF) - SUMMARY
(In Thousand Pesos)

Particulars	INSTRUCTION (80%)				Research Services (10%)	Extension Services (10%)	Production (10%)	Administrative Services (10%)	Mandatory Reserves (10%)	Total Tuition Fee (100%)	Other Misc Fees	Fiduciary Fees	Grand Total
	Faculty Dev (12.5%)	Curriculum Dev (12.5%)	Student Dev (12.5%)	Facilities Dev (12.5%)									
BSCT Campus	20%	15%	7.5%	7.5%									
Personnel Services	7,014		120		350	200	150	2,000		9,784	300	1,000	11,084
MOOE		5,281	1,910	1,630	2,557	2,557	2,557	1,207		17,879	1,052	3,310	22,541
Capital Outlay			600	1,000	500	500	500	300	3,507	7,507	400	5,000	13,007
Total	7,014	5,281	2,630	2,630	3,557	3,557	3,557	3,557	3,557	35,070	1,752	9,310	48,132
Maliboro Campus	10%	20%	7.5%	7.5%									
Personnel Services	60		10		30	5		10		105	5	10	120
MOOE	118	239	80	50	55	54	118	78		849	78	202	1,129
Capital Outlay				39		55		30	120	239	15	100	344
Total	178	239	90	89	115	119	118	118	120	1,193	98	312	1,803
Malibit Campus	7.5%	27.5%	7.5%	7.5%									
Personnel Services	50		50		50	20		50		250	20	100	380
MOOE	228	1,000	202	172	255	255	255	240		2,555	174	567	3,597
Capital Outlay			20	100	50	150	50	50	354	787	50	250	1,117
Total	278	1,000	272	272	355	365	355	355	354	3,692	274	947	4,864
Del Carmen Campus	7.5%	27.5%	7.5%	7.5%									
Personnel Services	34		10		40	20	20	20		144	10		184
MOOE	253	1,091	236	248	257	217	257	327		3,595	178	504	3,779
Capital Outlay			50	50	50	50	50	50	355	735	30	500	1,365
Total	287	1,091	296	298	347	387	367	397	355	4,474	218	1,104	6,396
Graduate Programs													
Personnel Services	2,367							300		2,667		20	2,987
MOOE		450		320				50		820	58	256	1,134
Capital Outlay		150		120				44	423	717	100	300	1,187
Total	2,367	600	-	440	-	-	-	494	423	4,204	158	576	4,978
GRAND TOTAL	10,136	5,171	3,296	3,728	4,306	4,388	4,386	4,810	4,810	48,006	2,508	12,249	62,865

Prepared by:

FELIPE T. CACHO
Budget Officer III

Approved by:

GREGORIO S. GARCIA, JR. Ed. D.
College President II

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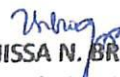
Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



Statement of Budgetary Allocation-Library
FY 2020

As a result of applying its budgetary policies and procedures, the Campus core budgetary allocations, is as follows:

Allocated Allotment for FY 2020	7,096,500.00
Projected Expenses for FY 2020	7,096,500.00
Projected Net Savings	-

Prepared by: 
VENISSA N. BROQUEZA
Admin Aide

Certified by: 
FELIPE P. CACHO, MBA
Budget Officer III



Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



**Statement of Budgetary Allocation-Library
FY 2019**

As a result of applying its budgetary policies and procedures, the Campus core budgetary allocations, is as follows:

Allocated Allotment for FY 2019	2,889,647.86
Projected Expenses for FY 2019	2,889,647.86
Projected Net Savings	-

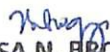
Prepared by: *V. Broqueza*
VENISSA N. BROQUEZA
Admin Aide

Certified by: *F. Cacho*
FELIPE T. CACHO, MBA
Budget Officer III



Budgetary Allocation
FY 2018-2020

PARTICULARS	FY 2018	FY 2019	FY 2020
1. Faculty Development	7,014,000.00	9,453,000.00	9,000,000.00
2. Sports Development	188,523.92	1,358,635.00	7,953,730.00
3. Research Services	3,507,000.00	5,251,000.00	5,000,000.00
4. Extension services	3,507,000.00	5,251,000.00	5,000,000.00
5. Allocation for Library	2,422,275.16	2,889,647.86	7,096,500.00

Prepared by: 
VENISSA N. BROQUEZA
Admin Aide

Certified By: 
FELIPE T. CACHO
Budget Officer III



Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



Budgetary Allocation
FY 2017-2019

PARTICULARS	FY 2017	FY 2018	FY 2019
1. Faculty Development	8,887,000.00	7,014,000.00	9,453,000.00
2. Sports Development	147,369.54	188,523.92	1,358,635.00
3. Research Services	3,975,000.00	3,507,000.00	5,251,000.00
4. Extension services	3,975,000.00	3,507,000.00	5,251,000.00
5. Allocation for Library	2,180,425.77	2,422,275.16	2,889,647.86

Prepared by: *V. Broqueza*
VENISSA N. BROQUEZA
Admin Aide

Certified by: *F. Cacho*
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Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



Budgetary Allocation
FY 2018-2020
LIBRARY

PARTICULARS	FY 2018	FY 2019	FY 2020
Library	2,422,275.16	2,889,647.86	7,096,500.00

Prepared by: 
VENISSA N. BROQUEZA
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Certified by: 
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"For Nation's Greater Heights"

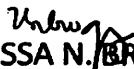
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SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City

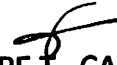


CERTIFICATE NUMBER: AJA19-0225

Budgetary Allocation
FY 2017-2019
LIBRARY

PARTICULARS	FY 2018	FY 2019	FY 2019
Library	2,422,275.16	2,889,647.86	2,889,647.86

Prepared by: 
VENISSA N. BROQUEZA
Admin Aide

Certified by: 
FELIPE T. CACHO, MBA
Budget Officer III

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Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



Budgetary Allocation
FY 2018-2020

PARTICULARS	FY 2018	FY 2019	FY 2020
D.6 The Institution provides/allocate trust funds for following student services and activities			
D.6.1. Cultural Development	252,083.92	210,680.00	483,970.00
D.6.2. Sports Development	188,523.92	1,358,635.00	7,953,730.00
D.6.3. Medical / Dental	1,067,174.66	968,220.00	2,265,300.00
D.6.4. Library	2,422,275.16	2,889,647.86	7,096,500.00
D.6.5. Student body organizations	254,100.82	438,090.00	1,104,525.00
D.6.6. Guidance and Counseling	1,021,559.65	1,033,545.00	2,399,800.00
D.6.7. improvement of laboratories/shops	863,917.36	2,777,935.00	4,285,970.00
D.6.8. purchase/ replacement of new equipment	3,250,000.00	4,133,800.00	6,190,970.00
D.6.9. improvement/ expansion of physical plant	700,000.00	2,270,000.00	2,000,000.00
D.6.10. extension/community service	374,166.45	392,874.77	412,518.51
D.6.11. auxiliary services, etc.	873,056.52	916,709.35	962,544.81

Prepared by:

V. Broqueza
VENISSA N. BROQUEZA
Admin Aide

Certified By:

F. Cacho
FELIPE T. CACHO
Budget Officer III



Budgetary Allocation
FY 2017-2019

PARTICULARS	FY 2017	FY 2018	FY 2019
D.6 The Institution provides/allocate trust funds for following student services and activities			
D.6.1. Cultural Development	242,091.27	252,083.92	210,680.00
D.6.2. Sports Development	147,369.54	188,523.92	1,358,635.00
D.6.3. Medical / Dental	842,541.96	1,067,174.66	968,220.00
D.6.4. Library	2,180,425.77	2,422,275.16	2,889,647.86
D.6.5. Student body organizations	441,764.66	254,100.82	438,090.00
D.6.6. Guidance and Counseling	775,107.75	1,021,559.65	1,033,545.00
D.6.7. improvement of laboratories/shops	635,800.00	863,917.36	2,777,935.00
D.6.8. purchase/ replacement of new equipment	4,386,000.00	3,250,000.00	4,133,800.00
D.6.9. improvement/ expansion of physical plant	3,300,000.00	700,000.00	2,270,000.00
D.6.10. extension/community service	356,349.00	374,166.45	392,874.77
D.6.11. auxiliary services, etc.	831,482.40	873,056.52	916,709.35

Prepared by:
VENISSA N. BROQUEZA
Admin Aide

Certified by:
FELIPE T. CACHO, MBA
Budget Officer III



Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



STATEMENT OF COLLECTIONS, OBLIGATIONS AND BALANCES-Surigao Campus
(Special trust Fund-STF)-Income
FY 2018-FY 2020

Source of Income	FY 2018			FY 2019			FY 2020			TOTAL		
	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances
Library	2,422,275.16	2,289,446.00	132,829.16	2,889,647.86	1,016,000.00	1,873,647.86	7,096,500.00	2,115,693.64	4,980,806.36	12,408,423.02	5,421,139.64	6,987,283.38

Certified by:


FELIPE T. CACHO, MBA
Budget Officer III

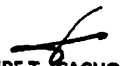

GAY ROSE M. SEGUERA, CPA, MBA, LPT
Accountant III



STATEMENT OF COLLECTIONS, OBLIGATIONS AND BALANCES-Surigao Campus
(Special trust Fund-STF)-Income
FY 2017-FY 2019

Source of Income	FY 2017			FY 2018			FY 2019			TOTAL		
	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances	Collections	Obligations	Balances
Library	2,180,425.00	1,346,257.00	834,168.00	2,422,275.16	2,289,446.00	132,829.16	2,889,647.86	1,016,000.00	1,873,647.86	7,492,348.02	4,651,703.00	2,840,645.02

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Budget Officer III


GAY ROSE M. SEGURA, CPA, MBA, LPT
Accountant III

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

Consolidated FY 2020 Proposed Budget -Special Trust Fund (STF) - per CAMPUS
(In Thousand Pesos)

Particulars	INSTRUCTION (50%)				Research Services (10%)	Extension Services (10%)	Production (10%)	Administrative Services (10%)	Mandatory Reserves (10%)	Total Tuition Fee (100%)	Other Misc Fees	Fiduciary Fees	Grand Total
	Faculty Dev (17%)	Curriculum Dev (18%)	Student Dev (7.5%)	Facilities Dev (7.5%)									
Surigao City Campus													
MOOE	9,000	8,500	2,300	2,400	4,000	4,050	3,800	3,900		37,950	1,000	10,000	48,950
Capital Outlay			1,450	1,350	1,000	950	1,200	1,100	5,000	12,050	2,000	20,000	34,050
Sub-total	9,000	8,500	3,750	3,750	5,000	5,000	5,000	5,000	5,000	50,000	3,000	30,000	83,000
Marikina Campus													
MOOE	112	413	112	70	150	100	150	110		1,217	130	876	2,223
Capital Outlay				43		50		40	151	284		400	684
Sub-total	112	413	112	113	150	150	150	150	151	1,501	130	1,276	2,907
UFT Campus													
MOOE	285	1,046	285	220	330	320	331	351		3,168	445	2,500	6,113
Capital Outlay				85	51	61	50	30	381	638	155	1,000	1,793
Sub-total	285	1,046	285	285	381	381	381	381	381	3,806	600	3,500	7,906
Carmen Campus													
MOOE	291	1,069	251	201	340	314	269	329		3,084	340	1,463	4,887
Capital Outlay			40	90	49	75	100	60	389	803	160	1,537	2,500
Sub-total	291	1,069	291	291	389	389	389	389	389	3,887	500	3,000	7,387
Total	9,688	11,028	4,438	4,438	5,920	5,920	5,920	5,920	5,921	59,194	4,230	37,776	101,200
Graduate Programs													
MOOE	1,375	375	375	200	440	400	450	450		4,065		600	4,665
Capital Outlay				175	60	100	50	50	500	935		200	1,135
Total	1,375	375	375	375	500	500	500	500	500	5,000	-	800	5,800
GRAND TOTAL	11,063	11,403	4,813	4,814	6,420	6,420	6,420	6,420	6,421	64,194	4,230	38,576	107,000

Prepared by:

FELIPE T. CACHO
Budget Officer III

Approved by:

GREGORIO Z. GAMBOA, JR., Ed. D.
College President III

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Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City



Budgetary Allocation
FY 2018-2020

PARTICULARS	FY 2018	FY 2019	FY 2020
D.6 The Institution provides/allocate trust funds for following student services and activities			
D.6.1. Cultural Development	252,083.92	210,680.00	483,970.00
D.6.2. Sports Development	188,523.92	1,358,635.00	7,953,730.00
D.6.3. Medical / Dental	1,067,174.66	968,220.00	2,265,300.00
D.6.4. Library	2,422,275.16	2,889,647.86	7,096,500.00
D.6.5. Student body organizations	254,100.82	438,090.00	1,104,525.00
D.6.6. Guidance and Counseling	1,021,559.65	1,033,545.00	2,399,800.00
D.6.7. improvement of laboratories/shops	863,917.36	2,777,935.00	4,285,970.00
D.6.8. purchase/ replacement of new equipment	3,250,000.00	4,133,800.00	6,190,970.00
D.6.9. improvement/ expansion of physical plant	700,000.00	2,270,000.00	2,000,000.00
D.6.10. extension/community service	374,166.45	392,874.77	412,518.51
D.6.11. auxiliary services, etc.	873,056.52	916,709.35	962,544.81

Prepared by: 
VENISSA N. BROQUEZA
Admin Aide

Certified By: 
FELIPE T. CACHO
Budget Officer III



SURIGAO STATE COLLEGE OF TECHNOLOGY

"For Nation's Greater Heights"

Document No	FM-SSCT-ADMIN-004
Revision No	00
Effective Date	01 January 2019
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PROJECT PROCUREMENT MANAGEMENT PLAN
For the Year **2021**

Annual Procurement Plan Year: 2021 Office: Library Department				Name & Address of Agency: SURIGAO STATE COLLEGE OF TECHNOLOGY						Item in Budget: Program Amount: PhP 14,978,140.00									
NO.	COMMODITY (NOMENCLATURE & DESCRIPTION)	STOCK NUMBER	Unit Of Measure	Unit Cost	QUANTITY/MONTH												TOTAL QUANTITY	TOTAL AMOUNT	
OFFICE SUPPLIES																			
	Acetate Sticker Clear Vinyl A4 size		pack	80.00		10													
	Balloon; Ballpoint (Black)	00050	pc	20.00		10			10			10					10	800.00	
	Balloon; Ballpoint (Red)		pc	20.00		10			10			10					30	600.00	
	Barcode Protector		roll	2,000.00		10						10					30	600.00	
	Metal Bookends (NO.BST-1960, 6")		box	7,000.00	1												10	20,000.00	
	Book Label Protector (CLEAR) 1 1/4" x 2"		roll	1,500.00		2			1			1					1	7,000.00	
	Bond Paper, US; Long; Subs 20	00048	ream	200.00	5	10		5		15		1			1		5	7,500.00	
	Bond Paper, US; Short; Subs 20	00049	ream	190.00		2	2	2	2	2	2	2	2	5			50	10,000.00	
	Bond Paper US, A4, Subs 20	00049	ream	190.00		2	2	2	2	2	2	2	2	2	2		20	3,800.00	
	Brown Envelope, Long	00118	pc	20.00		10		10		10		10		10			20	3,800.00	
	Cartolina, Assorted Color	00196	pack	500.00		1			1								50	1,000.00	
	Cartolina, white	00018	pack	500.00		1			1				1				3	1,500.00	
	Correction Tape	00338	pc	80.00		5			5				5				5	2,500.00	
	Double sided tape		pc	100.00		2			2				2				15	1,200.00	
	Duct tape (1.88 inches X 60		pc	1,000.00		1							2				6	600.00	
	Elmer's Glue		gl.	1,200.00		1					1						1	1,000.00	
	Highlighter (Jumbo)		pc	50.00	10												2	2,400.00	
	Ink; Stamping Pad; Violet	00028	pc.	20.00		1				1							10	500.00	
	Masking tape 2"		roll	40.00		5				1							2	40.00	
	Paper Clip, vinyl coated 1" 100s/box		box	20.00		10											5	200.00	
	Paper Clip, vinyl coated 2"		box	30.00		10											10	200.00	
	Pentel Pen (Red & Blue)		pc	35.00		5				5							10	300.00	
	Push Pin		box	35.00		10							5				15	525.00	
	Rubber Cement		bottle	300.00		1		1		1		1		1			10	350.00	
	Scissors, big (heavy duty) 8"-10"		pc	200.00		5											5	1,500.00	
	Scotch tape 1"		roll	30.00		10		10		10		10		10			5	1,000.00	
	Scotch tape 2"		roll	50.00		5		5		5		5		5			25	1,500.00	
	Sign Pen (0.5mm)		pc	60.00		8				8				5			16	1,250.00	
	Stamping pad		pc	150.00			3			2							5	750.00	
	Matte sticker paper (A4 size)		pack	500.00		5				5							10	5,000.00	
	Cutter 500L Big		pc.	125.00		5											5	625.00	
	Packing Tape; 2"	00235	roll	40.00		5											5	200.00	

Rubberized cellophane, thick (cover for books)		roll	1,600.00	10												10	
Stapler with staples remover (35)		pc	145.00	4												4	16,000.00
Staple Wire, Max # 35	00044	box	50.00	4			3		3		3		2			4	580.00
Thumbtacks	00269	box	6.00	5												15	750.00
Folder (White) long		pc	2.00	5		5		5		5		5				5	30.00
Wall Clock		pc	1,000.00	2												25	60.00
Accreditation and ISO budget																2	2,000.00
																	50,000.00
JANITORIAL SUPPLIES																	Sub-total
Air Freshener	00005	can	300.00	2		2		2		2		2		2		10	3,000.00
Bleach Spray, 350ml	00096	lit	182.00	2			2		2		2		2		2	8	1,456.00
Glass Cleaner, Khd, 500ml	00239	lit	120.00	4		4		4		4		4		4	2	20	2,400.00
Muriatic Acid		gal	450.00	1				1						1		3	1,350.00
Turnedo mop		pc	800.00	3												3	2,700.00
Tide Powder, 500 gms.	00008	pack	80.00	2		2		2		2		2		1		3	2,700.00
Trash Can, Small		pc	70.00		1					2				1		10	800.00
Zenmax Bleach 1 liter		lit	500.00		1				1			1				2	140.00
Stout handle brush for toilet		pc	90.00	2					1					1		3	1,900.00
Toilet brush with holder		pc	100.00	2												2	100.00
Cleaning gloves		pc	200.00	10												2	200.00
																10	2,000.00
IT SUPPLIES																	Sub-total
USB, 16GB, Kingston		pc	800.00	5												5	4,000.00
Mouse usb type		pc	250.00	2												2	500.00
Keyboard usb type		pc	350.00	2												2	700.00
External Hard drive (1TB)		pc	6,000.00	2												2	10,000.00
UPS (Fortress 650VA)		pc	1,800.00	5												5	9,500.00
LeadMark Refill MX 510 Ink		pc	5,500.00	1					1					1		3	16,500.00
LeadMark Refill MX 510 drum		pc	5,500.00			1										3	16,500.00
Ink Refill Epson T6841 (black)		pc	300.00	2	2	2	2	2	2	2	3	3	3	3	3	30	9,000.00
Ink Refill Epson T6842 (cyan)		pc	300.00	10												10	3,000.00
Ink Refill Epson T6843 (magenta)		pc	300.00	10												10	3,000.00
Ink Refill Epson T6844 (yellow)		pc	300.00	10												10	3,000.00
Thermal Receipt Printer RS232/USB		pc	12,000.00	1												1	12,000.00
Thermal 3 1/8 inch x230' paper 60 rolls		roll	500.00	20				30								50	25,000.00
TP-Link TL-WR940N 450Mbps Wireless N Router		pc	2000.00	1												1	2,000.00
Indank colour printer with printer and scanner		pc	20000.00	1												1	20,000.00
Fujitsu Image Scanner ScanSnap SV800		pc	60000.00	1												1	60,000.00
																	Sub-total
ELECTRICAL SUPPLIES																	Sub-total
Battery, 1.5 Energizer, AA	00229	pc	38.00	3												3	108.00
Extension wire (10m)		pc	450.00	2												2	900.00
																	Sub-total
FURNITURE																	Sub-total
																	Sub-total

OVERTIME FOR J.O. & LIBRARIANS (CONTRACTUAL)															Sub-total	1,375,872.00
Job Order		Annual	42,998.40												10	429,984.00
Librarians (Contractual)		Annual	100,422.00												5	502,110.00
LRC COFFEE SHOP APPLIANCES AND UTENSILS															Sub-total	932,094.00
Chiller	pc		22,000.00												1	22,000.00
Minirel	pc		10,000.00												1	10,000.00
Oven Toaster	pc		6,000.00												1	6,000.00
Electric pot	pc		5,000.00												1	5,000.00
Blender	pc		11,000.00												1	11,000.00
Food display counter	pc		2,000.00												2	4,000.00
Coffee maker	pc		11,000.00												1	11,000.00
French press	pc		2,000.00												2	4,000.00
Gooseneck Kettle	pc		2,000.00												1	2,000.00
Ice box	pc		1,000.00												1	1,000.00
Water goblet (Glass)	pc		100.00												12	1,200.00
Brandy inhaier (Glass)	pc		100.00												12	1,200.00
Decanter (Glass)	pc		1,000.00												1	1,000.00
Cookie jar	pc		500.00												2	1,000.00
Cups and saucers	pc		100.00												12	1,200.00
Utility tray (Plastic/wood)	pc		1,000.00												2	2,000.00
Dessert plate	pc		100.00												12	1,200.00
demitasse spoon and fork	pc		100.00												12	1,200.00
Utility knife	pc		200.00												1	200.00
Cake slicer	pc		200.00												1	200.00
Collins glass	pc		1,000.00												12	12,000.00
Chopping board	pc		200.00												1	200.00
Coffee mug	pc		100.00												12	1,200.00
Mason jar	pc		200.00												5	1,000.00
Highball glass	pc		300.00												12	3,600.00
															Sub-total	104,400.00
															TOTAL	14,978,140.00

Prepared by:

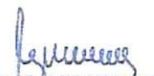
IVY B. MABANTO, MLIS
Head Librarian

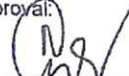
Noted by:

RONITA E. TALINGTING, Ph.D.
City Campus Director

As to A Recommending Approval:

FELIPE T. CACHOD, MBA
Budget Officer III


GAY ROSE M. SEGUERA, CPA
Accountant III
10-08-26

Recommending Approval:

ROWENA A. PLANDO, Ph.D.
VP for Administration

Approved:

GREGORIO Z. GAMBOA, Jr. Ed.D.
SUC President III



SURIGAO STATE COLLEGE OF TECHNOLOGY

"For Nation's Greater Heights"

Document No. **FM-SSCT-ADMIN-004**
Revision No. **00**
Effective Date **01 January 2019**
Page No. **1 of 1**

PROJECT PROCUREMENT MANAGEMENT PLAN For the Year **2020**

Annual Procurement Plan Year: 2019 Office: Library Department				Name & Address of Agency: SURIGAO STATE COLLEGE OF TECHNOLOGY							Item in Budget: Program Amount: PhP 45,300,364.00							
NO.	COMMODITY (NOMENCLATURE & DESCRIPTION)	STOCK NUMBER	Unit Of Measure	Unit Cost	QUANTITY/MONTH												TOTAL QUANTITY	TOTAL AMOUNT
					JAN.	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG.	SEPT	OCT	NOV	DEC		
	OFFICE SUPPLIES																	
	Acetate Sticker Clear Vinyl A4 size		pack	80.00		10											10	800.00
	Ballpen; Ballpoint (Black)	00050	pc	20.00		10			10			10					30	600.00
	Ballpen; Ballpoint (Red)		pc	20.00		10			10			10					30	600.00
	Barcode Protector		roll	2,000.00		10											10	20,000.00
	Metal Bookends (NO.BST-1960, 6")		box	7,000.00	1												1	7,000.00
	Book Label Protector (CLEAR) 1 1/4" x 2"		roll	1,500.00		2			1			1			1		5	7,500.00
	Bond Paper; US; Long; Subs 20	00048	ream	190.00	5	10		5		15		10		5			50	9,500.00
	Bond Paper; US; Short; Subs 20	00049	ream	170.00		2	2	2	2	2	2	2	2	2	2		20	3,400.00
	Bond Paper US, A4, Subs 20	00049	ream	180.00		2	2	2	2	2	2	2	2	2	2		20	3,600.00
	Brown Envelope; Long	00118	pc.	20.00		10		10		10		10		10			50	1,000.00
	Calculator Compact (Electronic 12 digits cap)		unit	500.00		2											2	1,000.00
	Cartolina; Assorted Color	00196	pack	500.00		1			1				1				3	1,500.00
	Cartolina; white	00018	pack	500.00		1			1				1				3	1,500.00
	Clearbook long 20 holes w/ pvc binder 20sheet		pc	120.00		5											5	600.00
	Correction Tape	00338	pc.	80.00		5			5				5				15	1,200.00
	Double sided tape		pc	100.00		2			2				2				6	600.00
	Duct tape (1.88 inches X 60		pc	1,000.00		1											1	1,000.00
	Elmer's Glue		gl.	1,200.00		1					1						2	2,400.00
	Face Mask		box	150.00		2											2	300.00
	Folder Expandable long		box	1,000.00		1											1	1,000.00
	Folder Long White		box	600.00		1											1	600.00
	Folder File with Cover		pc.	255.00		5		5		5		5					20	5,100.00
	Highlighter (Jumbo)		pc	50.00	5												5	250.00
	Ink Refill; Pilot (black)	00612	pc.	150.00		1	1	1	1	1	1	1	1	1	1		10	1,500.00
	Ink; Stamping Pad; Violet	00028	pc.	20.00		1				1							2	40.00
	Illustration board; standard size		pc.	70.00		3		3		3							9	630.00

Laminating film		roll	950.00		1											1	950.00
Masking tape 2"		roll	40.00		5											5	200.00
Metal Ruler 16"		pc	50.00		10											10	500.00
Paper Clip, vinyl coated 1" 100s/box		box	20.00		2		1		2			2				7	140.00
Paper Clip, vinyl coated 2"		box	30.00		2		1		2			2				7	210.00
Pentel Pen; Pilot, refillable		pc	35.00		5				5				5			15	525.00
Pencil Sharpener		pc	700.00		1											1	700.00
Puncher (heavy duty)		pc	1,000.00		1											1	1,000.00
Push Pin		box	35.00		2		2		2			2			2	10	350.00
Rubber Cement		bottle	300.00		1		1		1			1			1	5	1,500.00
Scissors, big (heavy duty) 8"-10"		pc	200.00		8											8	1,600.00
Scotch tape 1"		roll	30.00		10		10		10			10			10	50	1,500.00
Scotch tape 2"		roll	50.00		5		5		5			5			5	25	1,250.00
Sign Pen (0.5mm)		pc	60.00		8				8							16	960.00
Stamping pad		pc	150.00			3			2							5	750.00
Matte sticker paper (A4 size)		pack	500.00		5				5							10	5,000.00
Tape Dispenser		pc	120.00		3											3	360.00
Cutter 500L Big		pc.	125.00		5											5	625.00
Packing Tape; 2"	00235	roll	40.00		5											5	200.00
Record Book; 500 pages	00040	pc.	50.00		5					5						10	500.00
Rubberized cellophane, thick (cover for books)		roll	1,600.00		2		2		2			2			2	10	16,000.00
Stapler with staple remover (35)		pc	145.00		4											4	580.00
Staple Wire; Max # 35	00044	box	50.00		4		3		3			3			2	15	750.00
Thumbtacks	00259	box	6.00		5											5	30.00
folder (White) long		pc.	2.00		5		5		5			5			5	25	50.00
Sub-total																	109,450.00
JANITORIAL SUPPLIES																	
Air Freshener	00005	can	300.00		2		2		2			2			2	10	3,000.00
Alcohol 70% solution; 500ml.	00651	btl.	80.00		2	1	2		2			2			2	1	1,120.00
Baygon Spray; 350ml.	00099	btl.	182.00		2			2				2				2	1,456.00
Broom Soft	00447	pc.	150.00		4		4		4			4				16	2,400.00
Dust pan (Big)		pc	105.00		4											4	420.00
Feather Duster wooden handle	01251	pc.	55.00		5				5							10	550.00
Glass Cleaner, Kiwi, 500ml	00236	btl.	120.00		4		4		4			4			4	20	2,400.00
Muriatic Acid		gal	450.00		1				1						1	3	1,350.00
Paint Brush with handle (for computer cleaning)		pc	30.00		4											4	120.00
Tumado map		pc.	900.00		3											3	2,700.00
Tide Powder; 500 gms.	00008	pack	80.00		2		2		2			2			1	1	800.00
Trash Can; Small		pc.	70.00			1							1			2	140.00
Zonrox Bleach 1 liter		btl.	500.00			1			1						1	3	1,500.00
Sub-total																	17,956.00
IT SUPPLIES																	
USB; 16GB; kingston.		pc.	800.00	5												5	4,000.00
Mouse usb type		pc	250.00	2												2	500.00

Keyboard usb type		pc	350.00	2													2	700.00
External Hard drive (1TB)		pc	5,000.00	2													2	10,000.00
UPS (Fortress 650VA)		pc	1,900.00	5													5	9,500.00
LexMark Refill MX 510 ink		pc.	5,500.00	1						1					1		3	16,500.00
LexMark Refill MX 510 drum		pc	5,500.00			1											1	5,500.00
Ink Refill Epson T6641 (black)		pc	300.00	2	2	2	2	2	2	2	3	3	3	3	3	3	30	9,000.00
Ink Refill Epson T6642 (cyan)		pc	300.00	10													10	3,000.00
Ink Refill Epson T6643 (magenta)		pc	300.00	10													10	3,000.00
Ink Refill Epson T6644 (yellow)		pc	300.00	10													10	3,000.00
Thermal Receipt Printer RS232/USB		pc	12,000.00	1													1	12,000.00
Thermal 3 1/8 Inch x230' paper 50 rolls		roll	500.00	20					30								50	25,000.00
TP-Link TL-WR940N 450mbps Wireless N Router		pc	2000.00	1													1	2,000.00
Sub-total																		103,700.00
ELECTRICAL SUPPLIES																		
Battery, 1.5; Energizer, AA	00239	pc	36.00		3												3	108.00
Extension wire (10m)		pc	450.00		2												2	900.00
Electrical tape		roll	500.00		1												1	500.00
LED (Bulb) 10watts		pc	250.00		50												50	12,500.00
Sub-total																		14,008.00
FURNITURE																		
Adjustable Book Shelves (Steel) 72x94 x12		pc	10,000.00	10													10	100,000.00
Steel Book Trolley (27X17X39 inches (WXDXH)		pc	30,000.00	1													1	30,000.00
Bookbinding kits (17 pcs)		pc	2,000.00	1													1	2,000.00
Sub-total																		132,000.00
WATER																		
Water		pc.	35.00	30	30	30	30	30	30	30	30	30	30	30	30	30	360	12,600.00
Water container		pc.	200.00	2													2	400.00
Sub-total																		13,000.00
ACTIVITY																		
National Book Week Snacks		pc	30.00												50		50	1,500.00
National Book Week Tarpaulin		pc	250.00			1									2		3	750.00
National Book Week Prizes																		5,000.00
Sub-total																		7,250.00
MISCELLANEOUS																		
Christmas Décor (Assorted)		bundle	5,000.00											1			1	5,000.00
Sub-total																		5,000.00
LIBRARY HOLDINGS																		
Books, Journals and Online databases																		
All Campuses		titles																44,500,000.00
Sub-total																		44,500,000.00
PERIODICAL SUBSCRIPTIONS																		

Newspapers																		
City Campus		copies	40.00	100	100	100	100	100	100	100	100	100	100	100	100	100	1200	48,000.00
Library System & Webpage Maintenance			150,000.00	1													1	150,000.00
Internet Subscription			7,500.00	1	1	1	1	1	1	1	1	1	1	1	1	1	12	90,000.00
																	Sub-total	288,000.00
STAFF DEVELOPMENT																		
Team Building / Benchmarking		pax	2,500.00							20							20	50,000.00
Seminars		pax	15,000.00											4			4	60,000.00
																	Sub-total	110,000.00

TOTAL 45,300,364.00

Prepared by:


IVY B. MABANTO, MLIS
 College Librarian I

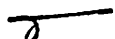
Noted by:


CARLOS H. DONOSO, Ed. D.
 City Campus Director

Recommending Approval:

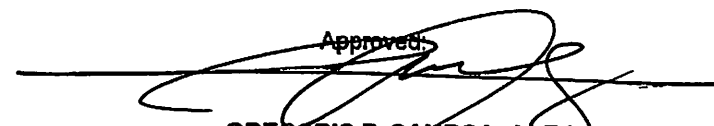

RONITA E. TALINGTING, Ph.D.
 VP-Administration

Approved As to Availability of Funds:


FELIPE T. CACHO, MBA
 Budget Officer III


GAY ROSE M. SEGUERA, CPA
 Accountant III

09-02-19


GREGORIO Z. GAMBOA, Jr. Ed. d.
 College President



SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

PROJECT PROCUREMENT MANAGEMENT PLAN
For the Year **2019**

Annual Procurement Plan Year: 2019 Office: Library Department				Name & Address of Agency: SURIGAO STATE COLLEGE OF TECHNOLOGY							Item in Budget: Program Amount: PhP 6,453,989.00							
NO.	COMMODITY (NOMENCLATURE & DESCRIPTION)	STOCK NUMBER	Unit Of Measure	Unit Cost	QUANTITY/MONTH												TOTAL QUANTITY	TOTAL AMOUNT
					JAN.	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG.	SEPT	OCT	NOV	DEC		
	OFFICE SUPPLIES																	
	Acetate Sticker Clear Vinyl A4 size		pack	80.00		10											10	800.00
	Ballpen; Ballpoint (Black)	00050	pc	20.00		10			10			10					30	600.00
	Ballpen; Ballpoint (Red)		pc	20.00		10			10			10					30	600.00
	Book Label Protector (CLEAR) 1 1/4" x 2"		roll	1,500.00		2			1			1				1	5	7,500.00
	Bond Paper; US; Long; Subs 20	00048	ream	190.00		10		5		15		10		5			45	8,550.00
	Bond Paper; US; Short; Subs 20	00049	ream	170.00		2	2	2	2	2	2	2	2	2	2		20	3,400.00
	Bond Paper US, A4, Subs 20	00049	ream	180.00		2		1									3	550.00
	Brown Envelope; Long	00118	pc.	2.00		10		10		10		10		10			50	100.00
	Calculator Compact (Electronic 12 digits cap)		unit	500.00		2											2	1,000.00
	Cartolina; Assorted Color	00196	pc.	4.00		5		5			5						15	60.00
	Cartolina; white	00018	pc.	6.00		5		5			5						15	90.00
	Clearbook long 20 holes w/ pvc binder 20sheet		pc	120.00		5											5	600.00
	Correction Tape	00338	pc.	80.00		5			5				5				15	1,200.00
	Double sided tape		pc	45.00		2									2		4	180.00
	Duct tape		pc	200.00		1											1	200.00
	Elmer's Glue		gl.	1,200.00		1					1						2	2,400.00
	Eraser; Staedtler; small	01233	pc.	15.00		8				8							16	240.00
	Folder Expandable long		box	810.00		1											1	810.00
	Folder Long White		box	600.00		1											1	600.00
	Folder File with Cover		pc.	255.00		5		5		5		5					20	5,100.00
	Ink Refill; Pilot (black)	00612	pc.	150.00		1	1	1	1	1	1	1	1	1	1		10	1,500.00
	Ink; Stamping Pad; Violet	00028	pc.	20.00		1				1							2	40.00
	Illustration board; standard size		pc.	70.00		3		3		3							9	630.00
	Laminating film		roll	950.00		1											1	950.00
	Masking tape 2"		roll	40.00		5			2			5					12	480.00
	Metal Ruler		pc	50.00		10											10	500.00
	Paper Clip, vinyl coated 1" 100s/box		box	10.00		2		1		2							5	50.00
	Paper Clip, vinyl coated 2"		box	15.00		2		1		2							5	75.00
	Pentel Pen; Pilot, refillable		pc	35.00		5		5		5							15	525.00
	Pencil Sharpener		pc	700.00		1											1	700.00
	Puncher (heavy duty)		pc	1,000.00		2											2	2,000.00
	Push Pin		box	35.00		2		2		2		2		2			10	350.00
	Rubber Cement		gl.	320.00		1		1		1		1		1			5	1,600.00
	Scissors, big (heavy duty)		pc	100.00		8											8	800.00

Scotch tape 1"		roll	30.00		10		10		10		10				50	1,500.00	
Scotch tape 2"		roll	50.00		5		5		5		5				25	1,250.00	
Sign Pen (0.5mm)		pc	60.00		8				8						16	960.00	
Stamping pad		pc	120.00						2						2	240.00	
Sticker Paper A4 size		pack	300.00		5										5	1,500.00	
Matt sticker paper (A4 size)		pack	350.00		5										5	1,750.00	
Tape Dispenser		pc	120.00		3										3	360.00	
Cutter 500L Big		pc.	125.00		5										5	625.00	
Packing Tape; 2"	00235	roll	40.00		3										3	120.00	
Record Book; 500 pages	00040	pc.	50.00		5					5					10	500.00	
Rubberized cellophane (cover for books)		roll	1,600.00		2		2		2		2		2		10	16,000.00	
Ruler (transparent) 2"		pc.	15.00		2										2	30.00	
Stapler with staple remover (35)		pc	145.00		4										4	580.00	
Staple Wire; Max # 35	00044	box	50.00		4		3		3		3		2		15	750.00	
Thumbtacks	00259	box	6.00		5										5	30.00	
folder (White) long		pc.	2.00		5		5		5		5		5		25	50.00	
JANITORIAL SUPPLIES																Sub-total	71,025.00
Air Freshener	00005	can	300.00		2		2		2		2		2		10	3,000.00	
Alcohol 70% solution; 500ml.	00651	btl.	80.00		2	1	2	2	2		2		2		14	1,120.00	
Baygon Spray; 350ml.	00099	btl.	182.00		2			2			2			1	8	1,456.00	
Broom Soft	00447	pc.	150.00		4		4		4		4			2	16	2,400.00	
Dust pan		pc	105.00		4										4	420.00	
Feather Duster wooded handle	01251	pc.	55.00		5				5						10	550.00	
Glass Cleaner; Kiwi, 500ml	00236	btl.	120.00		4		4		4		4		4		20	2,400.00	
Muriatic Acid		gal	450.00		1				1				1		3	1,350.00	
Paint Brush with handle (for computer cleaning)		pc	30.00		4										4	120.00	
Tumado mop		pc.	900.00		3										3	2,700.00	
Tide Powder; 500 grms.	00008	pack	80.00		2		2		2		2		1		10	800.00	
Trash Can; Small		pc.	70.00			1						1		1	2	140.00	
Zonrox Bleach 1 liter		btl.	500.00			1			1				1		3	1,500.00	
IT SUPPLIES																Sub-total	17,956.00
USB; 16GB; kingston.		pc.	800.00	5											5	4,000.00	
Mouse		pc	250.00	5											5	1,250.00	
Keyboard		pc	350.00	2											2	700.00	
UPS		pc	1,900.00	5											5	9,500.00	
LexMark Refill MX 510 ink		pc.	5,500.00	1					1				1		3	16,500.00	
LexMark Refill MX 510 drum		pc	5,500.00			1									1	5,500.00	
Ink Refill Epson T6641 (black)		pc	300.00	2	2	2	2	2	2	3	3	3	3	3	30	9,000.00	
Ink Refill Epson T6642 (cyan)		pc	300.00	5											5	1,500.00	
Ink Refill Epson T6643 (magenta)		pc	300.00	5											5	1,500.00	
Ink Refill Epson T6644 (yellow)		pc	300.00	5											5	1,500.00	
Thermal Receipt Printer RS232/USB		pc	12,000.00	2											2	24,000.00	
Thermal 3 1/8 Inch x230' paper 50 rolls		roll	1,000.00	5											5	5,000.00	
High Pressure Electric Portable Blower (for Computer Hardware Cleaning)		pc.	2,500.00			1									1	2,500.00	
Sub-total																82,450.00	

ELECTRICAL SUPPLIES																	
	Battery; 1.5; Energizer; AA	00239	pc	36.00		3										3	108.00
	Extension wire (10m)		pc	450.00		2										2	900.00
	Electrical tape		roll	500.00		1										1	500.00
																Sub-total	1,508.00
FURNITURES																	
	Adjustable Book Shelves (Steel) 72x94 x12		pc	10,000.00	10											10	100,000.00
	Book Cart		pc	2,000.00	1											1	2,000.00
	Display shelves			5,000.00	1											1	5,000.00
	Portable Stainless Kitchen Sink		pc.	7,000.00		1										1	7,000.00
																Sub-total	114,000.00
ACTIVITY																	
	National Book Week Snacks		pc	30.00										50		50	1,500.00
	National Book Week Tarpaulin		pc	250.00		1								2		3	750.00
	National Book Week Prizes																5,000.00
																Sub-total	7,250.00
MISCELLANEOUS																	
	Christmas Décor (Assorted)		bundle	5,000.00										1		1	5,000.00
																Sub-total	5,000.00
BOOKS																	
1	Printed books																
	City Campus		titles														5,000,000.00
																Sub-total	5,000,000.00
PERIODICAL SUBSCRIPTIONS																	
3	Journals																
	City Campus		titles														1,000,000.00
5	Newspapers																
	City Campus		copies	40.00	100	100	100	100	100	100	100	100	100	100	100	120	4,800.00
4	Library System & Webpage Maintenance			150,000.00		1										1	150,000.00
																Sub-total	1,154,800.00
																TOTAL	6,453,989.00

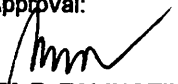
Prepared by:


IVY B. MABANTO, MLIS
 College Librarian I

Noted by:

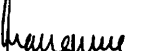

CARLOS H. DONOSO, Ed. D.
 City Campus Director

Recommending Approval:


RONITA E. TALINGTING, Ph.d.
 VP-Academic Affairs

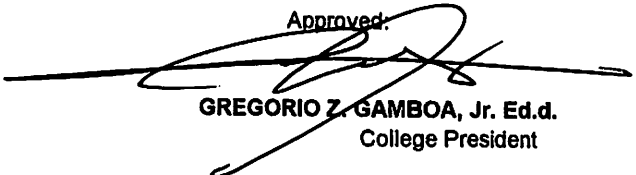
Approved As to Availability of Funds:


FELIPE T. CACHÓ, MBA
 Budget Officer III


GAY ROSE M. SEGUERA, CPA
 Accountant III

02.04.19

Approved:


GREGORIO Z. GAMBOA, Jr. Ed.d.
 College President

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

PROJECT PROCUREMENT MANAGEMENT PLAN
For the Year 2018

10117

Annual Procurement Plan Year: <u>2018</u> Office: Library Department				Name & Address of Agency: SURIGAO STATE COLLEGE OF TECHNOLOGY				Item in Budget: Program Amount: PhP 2,233,886.20										
NO	COMMODITY (NOMENCLATURE & DESCRIPTION)	STOCK NUMBER	Unit Of Measure	Unit Cost	QUANTITY/MONTH												TOTAL QUANTITY	TOTAL AMOUNT
					JAN.	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG.	SEPT	OCT	NOV	DEC		
1	Air Freshener, Bayfresh	00005	btl.	145.00		2						2					4	580.00
2	Albatros		pc	65.00		2	1	1	1	1	1	1	1	1	1	1	12	780.00
3	Alcohol, Rubbing, Casino, 250ml	00651	btl.	35.00		2				2					2		6	210.00
4	Ballpen, Ballpoint, Pilot (black, red)	00050	pc	20.00		8			8			8					24	480.00
5	Battery, 1.5, Energizer, AA	00239	pc	36.00		3											3	108.00
6	Baygon Spray, 350ml.	00099	btl.	182.00		2						2					4	728.00
7	Bond Paper, US, A4, Subs 20	00049	ream	140.00		2				2				2			6	840.00
8	Bond Paper, US, Long, Subs 20	00048	ream	170.00		2				3			5				10	1,700.00
9	book ends (metal)		pc	150.00		50											50	7,500.00
10	Broom, Lanot and gihay	00447	pc.	35.00		4				4				4			12	420.00
11	Cartolina, Assorted Color	00196	pc.	4.00		5		5			5						15	60.00
12	Cartolina, white	00018	pc.	3.50		5		5			5						15	52.50
13	Christmas décor (assorted)		bundle	5,000.00										1			1	5,000.00
14	Dater Stamp # 03	01080	pc.	65.00		2											2	130.00
15	Double sided tape		pc	45.00		2											2	90.00
16	Dust pan (big)		pc	35.00		4											4	140.00
17	Elmer's Glue		gl.	290.00		1					1						2	580.00
18	Eraser, Staedtler, small	01233	pc.	15.00		6				8							16	240.00
19	Glass Cleaner, Kiwi, 500ml	00236	btl.	120.00		4		4		4		4		4			20	2,400.00
20	Ink Refill, (black)	00612	pc.	70.00		1	1	1	1	1	1	1	1	1	1		10	700.00
21	Ink, Stamping Pad, Black	00028	pc.	11.00		1				1							2	22.00
22	Masking Tape, 2"	00240	roll	20.00		5			2			5					12	240.00
23	Muriatic Acid		gal	200.00		1				1				1			3	600.00
24	Paint Brush with Handle (for computer cleaning)	01169	pc.	30.00		2											2	60.00
25	Paper Clip, Big, plastic	00033	box	6.00								2					2	12.00
26	Paper Clip, Small, plastic	00609	box	15.60								2					2	31.20
27	Pencil, Mongol	00035	pc.	4.50					10								10	45.00
28	Pentel Pen, refillable	00053	pc.	32.00		5		5			5						15	480.00
29	Puncher (heavy duty)					2											2	230.00
30	Push Pin	00037	box	12.00		3											3	36.00
31	Rubber cement		gl.	320.00		1				1							2	640.00
32	Scissor, big	00247	pc	50.00		8											8	400.00
33	Scotch Tape, 1"	00225	roll	4.00		10				15							25	100.00
34	Scotch Tape, 2"	00613	roll	10.00		5						2					7	70.00
35	Sign Pen, G - tech	00893	pc.	60.00		8				8							16	960.00
36	Stamping pad		pc.	120.00						2							2	240.00

[illegible]

SOFT LIES & ACCESSORIES/ EQUIPMENTS															Sub-total	32,924.20
1	Comp. Ribbon; Epson; LX 300 with Cartridge	00138	pc.	115.00		2		2		2		2			10	1,150.00
2	External Drive (1 TB)		pc	3,500.00	1										1	3,500.00
3	Ink Refill Epson T6641		pc	300.00		2									4	1,200.00
4	Ink Refill Epson T6642		pc	300.00		2					2				4	1,200.00
5	Ink Refill Epson T6643		pc	300.00		2					2				4	1,200.00
6	Ink Refill Epson T6644		pc	300.00		2					2				4	1,200.00
7	Internet subscription			11,500.00	1	1	1	1	1	1	1	1	1	1	12	138,000.00
8	LexMark MX 510de Drum		pc.	5,000.00	1										1	5,000.00
9	LexMark Refill MX 510 ink		pc.	3,500.00	1										3	10,500.00
10	USB, 16GB, kingston.			800.00	1				1				1		2	1,600.00
11	Vacuum Cleaner (heavy duty)			5,000.00	1								1		1	5,000.00

[illegible]


IVY E. MABANTO, MLIS
Head Librarian

Approved As to Availability of Funds:


FELIPE T. CACHO, MBA
Budget Officer III


GAY ROSE M. SEGUERA, CPA
Accountant III

Surigao City

Date _____

SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City

eived by:  <u>IVY B. MABANTO, RL, MLIS</u> Signature over Printed Name <u>Head Librarian</u> Position/Office <u>May 18, 2020</u> Date	Received from:  <u>ELSA C. PELICANO</u> Signature over Printed Name <u>Administrative Officer V-Supply Officer III</u> Position/Office <u>May 18, 2020</u> Date
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PROPERTY ACKNOWLEDGEMENT RECEIPT

SURIGAO STATE COLLEGE OF TECHNOLOGY

Surigao City

QTY	UNIT	DESCRIPTION	PO#	UNIT COST	Property Number
Account Code 10605030 - Information & Communication Technology Equipment					
40	sets	Desktop Computer; Acer Veriton M4660G-Branded	19-10-1212	79,880.00	19-12-049
		Processor: 8th Generation Intel®Core™i7-8700 6-Core Processor			19-12-089
		(12M Cache, Up to 4.6 GHz)			
		Chipset: Intel's B360-Series			
		Video Card: Palit NVIDIA®GeForce GTX® 1660 6GB GDDR5			
		Memory: 1x16GB DDR4 at 2666MHz; up to 64GB			
		Storage Drive: Dual Drives, 256GB M.2 SSD (Boot)+ 1TB 7200 rpm			
		3.5" SATA3 HDD			
		Optical Drive: Tray Load DVD-RW Drive (Reads and Writes to			
		DVD/CD)			
		Sound Adapter: Integrated Hi-Definition 5.1 Channel Surround			
		Wireless\ Adapter: 802.11ac + Bluetooth 4.2, Dual and 2.4 & 2.4 & 5GHz			
		Keyboard: Acer USB Type, Wired Multi-Media Keyboard			
		Mouse: Acer USB Type, Optical; Monitor: Acer 21.5" LED HDMI			
		Front Ports: 2 USB Ports 3.5mm. Audio Jacks (1x Mic-in, 1xHeadphone)			
		1xSD Card Reader (SD, SDHC, SDXC)			
		Rear Ports: 3 x USB 3.1 Gen 1 ports			
		1 x USB 3.1 Gen 2 ports; 2x USB 2.0 ports			
		1x HDMI; 1x Display Port; 1x Gigabit Ethernet			
		1x Audio Ports (5.1 channel, 3 Jack)			
		Slots: Up to 4 total 3 HDD/1 SSD; ODD			
		4x Pcle expansion slots (x1, x1, x4, x16); 4x DIMM Slots			
		Bays: 3x Hard Disk Drive bays			
		1x Optical Disk Drive bay			
		Graphics Power: 225W via 2x6W via 2x6 pin power connectors			
		(with 500W 80plus power supply)			
		Exterior Chassis Materials: Molded plastic / Sheet Metal			
		Form Factor: Desktop Tower			
		UPS: Output Capacity: 650VA / 325 Watts, Input Voltage			
		Frequency: 170-280 V/ 50/60Hz, AVR, Universal Sockets, AC			
		Power Surge Protection: All outlets, Output Connections: 2			
		Universal Outlets (Both with battery backup and surge protection)			
		Warranty: 3 years warranty on parts and service			
		Date Acquired: November 29, 2019			

Received by:


IVY B. MABANTO, MLIS

Signature over Printed Name

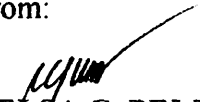
College Librarian

Position/Office

December 11, 2019

Date

Received from:


ELSA C. PELICANO

Signature over Printed Name

Administrative Officer V-Supply officer III

Position/Office

December 11, 2019

Date